



Ohio Certified Public Manager[®] Society

PO Box 29483

Columbus, OH 43229

Board of Directors Meeting

June 17, 2011

- A. CALL TO ORDER** – Patti called the meeting to order at 3:10 pm. Present were Patti, Nick and Lee, with Cynthia, Greg, Jill, Brandi, and Roger via phone.
- B. PRESENTATION OF MINUTES** – May meeting was cancelled
- C. OLD BUSINESS**
- Patti will find out who has Society pins -- Gina Mee - DONE
 - Get Shawn & Melissa set up on SkyDrive - DONE
 - Patti will let Vernise know about concerns with the conference agenda - DONE
 - Nick will look at cost for mentorship and will review/revise program description
 - Patti will finish uploading her files to the SkyDrive
 - Patti will get November minutes posted to website
 - Patti will shred old financial reports
 - Patti will get put together lists of previous Society board members for History committee
 - Cynthia will write an article about the election for the newsletter
 - Lee will write an article about the advisory board meeting for the newsletter
 - Patti will get minutes from February, March and April posted on website
 - Patti will update email account and list
- D. DISCUSSION ITEMS**
- Conference Agenda – Vernise was unable to attend, so this will be tabled until July
 - Henning Award nominations – Discussed the qualifications and determined we wouldn't submit a nomination
 - AACPM board nominations – Encouraged board members to consider running
 - Scholarship Committee – Lee will reach out to Skip to chair the committee this year
 - AACPM Evolution Survey – Discussed the report
- E. DAS' OCPM PROGRAM REPORT (B. Robinson):**
- Nominated two projects for Askew Award, Lee will review them also
 - Cohort 43 graduation is August 4 at Surface Road location
 - Need a photographer
 - Nick will arrange for treats for 30
 - Cohort 46 starts on July 27 – Nick will be on vacation, perhaps Jill and Nick will visit the next class on August 11
 - Re-accreditation is August 1, 2, and 3, representatives will want to talk to Society officers



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F. OFFICERS/COMMITTEE REPORTS

Past President's Report (C. Lee):

- Need to start on election

President-Elect's Report (J. Stevenson):

- No report

Secretary's Report (P. Barnett):

- Mail log is Attachment 1
- History Committee
 - No report

Treasurer's Report (R. Aber):

- See Attachment 2

2011 Conference Report (V. Robinson):

- To Do List
 - Begin contacting potential workshop presenters and keynote speaker
 - Determine registration fee for members and non-members
 - Post Save the Date card to the website and e-mail all members of the society
 - Create and Develop Conference Registration Form and Brochure
 - Set a date for the conference – *October 21*
 - Develop a Theme for the Conference – *Today's Leaders Forging an Agenda for Tomorrow*
 - Determine what conference budget is -- *\$3,000*
 - Seek out and confirm a venue to host the conference – *Embassy Suites @ the airport*
 - Contact a vendor to cater lunch – *Embassy Suites*

Public Relations Committee Report (G. Lewis):

- Facebook & Linked-In account
 - No report
- Newsletter
 - Hopefully will get the next issue out in the next 2-3 weeks
- Website Updates
 - No report



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Member Services Committee Report (N. Newnham):

- Mentorship Program
 - 4/14/2011: Revisions and edits to the mentorship program prospectus were completed.
 - 4/14/2011: The revisions were shared with Sherri Simpson for review and feedback. Overall, Sherri felt the revisions were on target, but she did question the application process for Ohio CPM Society members. Sherri feels that an application should be created rather than having society members submit their resumes along with a letter of intent. At this time, Sherri's suggestion has been considered but not applied to the Mentorship Program prospectus.
 - 5/10/2011: The revised mentorship prospectus was shared with Brandi Robinson and her feedback was sought. To date, no feedback has been received.
 - The Mentorship Program document is available on the Sky Drive in the Member Services folder. Please review the document and provide feedback to Nick by July 8 2011. Once feedback has been received, Nick will present the program to the board at the July 15, 2011 meeting.
- Summer members event
 - No reservations were made by Monday, May 27, 2011 so "quietly" cancelled the event. Thanks to everyone on the Society board for all of their support and encouragement.
- Education Fair
 - Due to lack of response to the "Night at Huntington Park", decided to place this event on permanent hold.
- Professional Development Conference
 - No plans have been made.
 - As the date of the conference approaches, Nick will coordinate with Vernise Robinson and make sure all plans are publicized appropriately.
- Survey to Members
 - Due to low turnout of members for Society events, Nick is considering creating a survey to send to members. The survey would ask what services and events members of the Society expect or would like to see. The hope is that the survey results will help guide Member Services with future event planning.

President's Report (L. Thatcher):

- AACPM requested input about participating in a food drive competition
 - All agreed we would not be interested since the State does so many drives for Operation Feed.
 - However, we do need to coordinate participation in a charity event
- Scholarship Committee – Skip declined to chair, need to send out call for applicants

G. TO DOs (NEW)

- Cynthia will write an article about the election for the newsletter
- Lee will write an article about the advisory board meeting for the newsletter



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- All need to review mentor program document by July 8
- Put together a list of “CPM of the Year” recipients
- Lee & Cynthia will try to schedule lunch with Lisa Springer
- Lee will put a call out for scholarship applications

H. CLOSING REMARKS, RECAP & ADJOURNMENT

- Next meeting will be Friday, July 15 at OCOSH at 3:00 pm
- Patti moved to adjourn meeting at 4:07 pm, Jill seconded, meeting adjourned



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ATTACHMENT 1

OCPM Society Mail Log

Date Received	Name	Check #	Amount	Reason	Sent to Treasurer
6/17/2011	Nothing				
6/10/2011	Nothing				
6/3/2011	Nothing				
5/27/2011	Nothing				
5/20/2011	Nothing				
5/13/2011	Nothing				
5/6/2011	Nothing				
4/29/2011	Nothing				
4/22/2011	Victoria Rosato	5462	\$40.00	2011 Dues	5/6/2011

ATTACHMENT 2

Ohio CPM Society Treasurer Report 20 May 2011

Cash Position

As of 20 May 2011 our cash position was as follows:

OCPM Account	\$ 4801.32
PayPal Account	<u>\$ 357.02</u>
Total	\$ 5158.34

Discussion Items

- **2011 Dues Collection** – We have 34 Fellow members, 2 Affiliate members, and 56 Student members.
- **Payment to AACPM** – Payment to FatCow was made for \$131.38. A non-refundable payment of \$500 was sent to Embassy Suites for the October 2011 Annual meeting.